



**ARIZONA PARENTS COMMISSION ON DRUG EDUCATION AND PREVENTION
MEETING MINUTES
May 12, 2010**

A general meeting of the Arizona Parents Commission on Drug Education and Prevention was convened on May 12, 2010 at The Arizona State Capital, Executive Tower, First Floor Conference Room, 1700 West Washington Street, Phoenix, AZ 85007. Notice having been duly given. Present and absent were the following members of the Parents Commission:

Members Present

Barbara Broderick, Chair, Maricopa County Adult Probation
Susan Chan, Kingman Academy of Learning (via teleconference)
Viet Do, DO, Banner Arizona Medical Clinic
Karen Hellman, Arizona Department of Corrections
Irma Hollamby, Maricopa County Public Works
Allison Huff, University of Arizona
Michelle Neitch, Arizona Criminal Justice Commission
Terri Simonetta
Sergeant Tim Reese, Tucson Police Department

Staff/Guests Present	Members Absent
-----------------------------	-----------------------

Marjorie Bennett, Governor's Office for Children, Youth and Families
Cindy Daugherty, Governor's Office for Children, Youth and Families
Jean Bell, Governor's Office
Cassandra Larsen, Governor's Office for Children, Youth and Families
Tammy Paz-Combs, Governor's Office for Children, Youth and Families
Sonya Pierce-Johnson, Governor's Office for Children, Youth and Families
Emily Winans, Governor's Office for Children, Youth and Families

AGENDA ITEM

A. Call to Order

Chairwoman Broderick called the meeting to order at 10:01 a.m.

B. Welcome, Introductions

Chairwoman Broderick welcomed attendees.

C. Review of Packet and Agenda

Chairwoman Broderick reviewed the packet and agenda.

D. Approval of Minutes

Minutes for the meetings held March 4, 2010 and April 1, 2010 were reviewed. Commissioner Neitch made a motion to approve the minutes from March 4, 2010 and April 1, 2010. The motion was seconded by Commissioner Hellman and approved by all. (10.03.01).

E. Program/Contract Update

Ms. Winans reported that a Subgrantee Orientation was held April 6, 2010. The full day agenda included information about the Parents Commission, the Governor's Office for Children, Youth and Families and reporting requirements. Additionally, training was provided by Eileen Eisen-Cohen from Maricopa County Department of Public Health on evaluation and by Nancy Welch from ASU's Morrison Institute for Public Policy on community partnerships. Positive feedback was received from subgrantees regarding the orientation both verbally and through an evaluation of the orientation. 100% of survey respondents agreed that the training provided important information. Multiple people requested additional opportunities to network with other subgrantees and to receive training. Commissioner Hellman informed the Commission that the sub-grantees appeared appreciative for the orientation that was provided to them by GOCYF staff. Ms. Larsen suggested that another event be held in the future for subgrantees and Commissioners to network.

Ms. Winans commented that over 100 applications were received for registration scholarships to attend the Summer Institute hosted by Arizona State University's Center for Applied Behavioral Health Policy (CABHP) and the Pacific Southwest Addiction Technology Transfer Center (PSATTC). As approved by the Parents Commission during the meeting held December 3, 2010, 75-100 registration scholarships will be awarded. The list of scholarship recipients for the Summer Institute is being finalized and notification will go out in the next couple of days. The Governor's Office for Children, Youth and Families received applications from 40 different agencies representing a variety of fields.

F. State Fiscal Year 2011 Budget

Jean Bell, Finance and Compliance Manager, referred members to a proposed operating budget for State Fiscal Year 2011. Historical data was provided through State Fiscal Year 2008 including both budgeted and actual amounts spent. Ms. Bell described the items included in each line item of the budget. Five staff members are currently being funded by the Parents Commission. Travel costs will be utilized to monitor subgrantees. The Indirect Cost line item includes \$15,000 for sponsorships and administrative expenses. The Indirect Cost is about 4% of the total annual revenue. Commissioner Hollamby motioned to approve the proposed State Fiscal Year 2011 operating budget of \$464,542. Commissioner Do seconded the motion which was approved by all. (10.03.02).

G. Updates to Parents Commission Bylaws

Ms. Winans referred members to the recommended changes to the bylaws. In addition to typographical changes and updating names, it was recommended that the bylaws be reviewed by staff at least every two years instead of by a bylaws committee as currently stated. Chairwoman Broderick noted that the bylaws had not been reviewed since 2000 when they were first adopted. Commissioner Reese motioned to accept the recommended changes to the bylaws including typographical edits, name updates, requiring staff to review the bylaws at least every two years and allowing staff to grant no-cost extensions to subgrantees and/or contractors without prior approval of the Commission. The motion was seconded by Commissioner Huff and approved by all. (10.03.03).

H. Funding Opportunities

Chairwoman Broderick noted that the Commission had received five proposals. Each of the proposals was discussed by members. A proposal from Pima Prevention Partnership to fund the Caregiver Connection Project for \$69,053 was reviewed by the Commission. The project proposes to reach out to 45,000 caregivers. Caregivers will receive the resource guide (in hard copy and online), Arizona Family Members Behind Bars: Difficult questions children ask, and the answers that might help, and support for using the information via family support trainings conducted with caregivers and service providers across Arizona. The proposal was rejected by the Commission.

The proposal from the Arizona Department of Corrections (ADC) requests \$109,746 to include approximately 1,840 inmates from nine ADC complexes in the Parent Child Reading Program. Participants would attend a six week course focusing on substance abuse and parenting with an emphasis on a child's character development. Each of the sessions will have a specific lesson plan with reading, group discussion and follow up activities centered on child character development issues. Each inmate will be afforded the opportunity to be recorded on DVD while reading and discussing selected children's books. Then, the books and DVD will be mailed to the child/children. Commissioners expressed their interest in the proposal from ADC for the Parent Child Reading Program. Various clarifications were requested. Commissioner Do motioned to table the proposal from Arizona Department of Corrections until further clarification has been collected. Commissioner Huff seconded the motion. Commissioner Hellman recused herself from the vote. The motion passed. (10.03.04).

The Prescription Drug Brochure Project proposes to fund a one-page informational brochure in Spanish and English detailing how to keep medications out of the hands of children and teens and how to properly dispose of their medication. The requested \$16,012 will fund distribution through Target © pharmacies in Arizona for the months of July and August. When customers pick up their prescription drug medication, attached to the bag will be the brochure, which will educate adults about the prevalence of youth prescription drug abuse in Arizona. Support for the Prescription Drug Brochure was expressed including an interest in involving additional pharmacies and/or more mediums. Commissioners requested that opportunities to expand upon the proposal be explored. Commissioner Neitch suggested that a link to a survey be included on the brochure for evaluation of the recipients. Commissioner Neitch motioned to approve funding for the Prescription Drug Brochure which was seconded by Commissioner Simonetta and approved by all. (10.03.05).

The Arizona Department of Health Services (ADHS) requested \$80,380 to fund Coalition Training. The overall strategy of the Coalition Training Proposal is to engage, train, develop, plan with, and sustain rural coalitions in the use of evidence-based strategies to combat underage drinking. ADHS, in partnership with Southwest Interdisciplinary Research Center, will launch an Arizona Coalition Academy. The Coalition Academy will be open to the selected eight rural coalitions and two to three more Maricopa and/or Pima substance abuse prevention coalitions targeting prevention of alcohol abuse. The Academy will be preceded by coalitions completing baseline assessments of coalition needs. After the Academy, on-going technical assistance will be provided to each coalition on an individual basis to include phone calls, provision of materials and webinars. It was noted that the Coalition Training proposal addresses a gap in the capacity of coalitions in Arizona. Commissioner Hellman motioned to fund Coalition Training as proposed by the Arizona Department of Health Services. The motion was seconded by Commissioner Reese and approved by all. (10.03.06).

In order to support to fund the on-going efforts of the Campaign Draw the Line through June 30, 2011, \$100,000 was requested. The Draw the Line social norms campaign highlights that underage drinking is not a rite of passage, it is unhealthy for children, and is against the law. The purpose is to inform the public about the risks of underage drinking and to alter the perceptions and behavior of the target audience- parents and other adults ages 25-54. The current request for funding will allow the Governor's Office for Children, Youth and Families to continue to contract with a media company to provide services specific to the campaign's large traveling exhibit and website. Ms. Winans commented that the Draw the Line proposal will get the exhibit back out into the community both through large statewide events and through local coalitions. Commissioner Huff motioned to fund the Draw the Line Campaign proposal. The motion was seconded by Commissioner Simonetta. Commissioner Neitch recused herself from the vote. The motion passed. (10.03.07).

I. Future Meeting Schedule

Chairwoman Broderick noted that the next meeting will be held July 14, 2010.

J. Call to the Public

Chairwoman Broderick made a call to the public. There was no public response.

K. Adjournment

Chairwoman Broderick adjourned the meeting at 11:41 a.m.